

STATE OF NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES

AIR RESOURCES DIVISION

CHAPTER Env-A 900 OWNER OR OPERATOR OBLIGATIONS

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Statutory Authority: RSA 125-C: 6, 11, XI, RSA 125-C: 10

PART Env-A 901 RECORD KEEPING AT SOURCES

Env-A 901.01 Purpose. The purpose of this Chapter is to require that records be kept at sources which discharge air pollutants so that the quantities of such pollutants may be readily calculated or estimated.

Env-A 901.02 Definitions. For the purpose of this part, the following definitions shall apply:

- (a) “Estimated emissions method code” means a one-position AIRS/AFS code which identifies the estimation technique used in the calculation of estimated emissions.
- (b) “High ozone season” means the period from June 1 through August 31 of any given calendar year.
- (c) “Typical high ozone season day” means a business day for which operating and process rate conditions are typical of the high ozone season.

Env-A 901.03 General Recordkeeping Requirements. The following records shall be kept at each source which discharges air pollutants into the ambient air:

- (a) Records on fuel utilization shall be kept in accordance with the following:
 - (1) Monthly records of fuel consumption shall be kept, including fuel type, fuel sulfur content in percent by weight, and the percent ash content of the fuel. If more than 1 type of fuel is used, data on each fuel shall be recorded separately.
 - (2) Sources operating fuel burning devices which discharge air pollutants through more than 1 discharge point, shall record data as to the distribution of the fuel utilization among the discharge points. Such distribution may be estimated, but estimates shall be based on reliable operational data, such as boiler loading records.

(3) Records shall also be kept of hours of operation corresponding to the utilization and distribution of fuels.

(4) Records need not be kept for utilization of No. 1 and No. 2 fuel oils, natural gas, or electrical energy.

(b) Records on process operations shall be kept in accordance with the following:

(1) Monthly records shall be kept regarding the total quantities of raw materials, excluding gaseous and liquid fuels and combustion air charged to a process, and process weight, as defined in Env-A 101.74. The number of hours of operation corresponding to the process weight quantities shall also be recorded.

(2) Sources operating more than a single process, shall keep records for each process.

(3) Sources operating 1 or more processes which discharge air pollutants through more than 1 discharge point shall record data as to the distribution of the process weights or discharges among such discharge points, whichever is applicable. Such distribution may be estimated, but estimates shall be based on reliable operational information.

(c) Records on emission data shall be kept in accordance with the following:

(1) Sources operating equipment which measures emissions or air pollutants, shall record such data on a regular basis. The frequency of recording the data shall be determined based on the type of device, the type of fuel burned, and the hours of operation of the device.

(2) The number of hours of operation of such devices shall be recorded along with the corresponding hours of operation of the process or fuel burning devices on which the equipment has been installed.

(3) Measurements consisting of concentrations of pollutants, for example parts per million by volume of sulfur dioxide, shall be converted to actual emissions in pounds per hour, by application of appropriate operational information such as volume flow. Such parameters may be estimated but, if estimated, shall be based on reliable operational information.

(d) Records for those sources with continuous emission monitoring systems shall be kept in accordance with the provisions of Env-A 805.11.

Env-A 901.04 VOC Recordkeeping Requirements.

(a) The provisions of this section are applicable to any facility or device for which a permit is required under Env-A 603.02, paragraphs (g) through (i), and, if applicable, Env-A 603.02 (n) or any other paragraphs of Env-A 603.02 pertaining to VOC emitters, except those that are exempt under Env-A 901.03(a)(4).

(b) Copies of all records shall be retained by the owner or operator for a minimum of 4 years and shall be made available to the director and the EPA upon request. However, records shall not be discarded, removed or destroyed thereafter without the express written approval of the director in accordance with Env-A 901.09.

(c) A certificate of accuracy, shall be signed by an official of the facility who is legally responsible for the certificate's validity, and shall be maintained at all facilities to which this section is applicable pursuant to (a), above. The certificate of accuracy shall state, at a minimum, that the records required by Env-A 901.04 and maintained at the facility are true and accurate.

(d) For all applicable facilities and devices pursuant to (a), above, the following information shall be recorded and maintained at the facility:

(1) Facility information, including:

- a. Source name;
- b. Source identification;
- c. Physical address; and
- d. Mailing address;

(2) Identification of each VOC-emitting device or process, except:

- a. Processes or devices associated exclusively with non-core activities, as defined in Env-A 1204.03; and
- b. Processes or devices emitting only exempt VOCs.

(3) Operating schedule information for each VOC-emitting device or process identified in (d)(2), above, including:

- a. Days of operation per calendar week during the normal operating schedule;
- b. Hours of operation per day during the normal operating

schedule and for a typical high ozone season day, if different from the normal operating schedule; and

c. Hours of operation per year under normal operating conditions;

(4) The following VOC emission data, for a minimum period of 4 years:

a. Annual theoretical potential emissions, as determined in accordance with the applicable section(s) of Env-A 803, using the VOC content for the calculation year for each VOC-emitting device or process identified in (d)(2), above, for:

1. Each year, in tons per year; and

2. A typical day during the high ozone season of each year, in pounds per day;

b. Actual VOC emissions from each VOC-emitting device or process identified in (d), above for:

1. Each year, in tons per year; and

2. A typical day during the high ozone season of each year, in pounds per day;

c. Estimated emission method code; and

d. Applicable emission factors, if used to calculate emissions.

(5) The calculation of emission estimates pursuant to (d)(4), above, for a typical high ozone season day shall be based on the mean of the parameters relating to operating and process rate conditions during the high ozone season.

(e) For all surface coating and printing operations, in addition to the requirements of (d), above, the following information shall be recorded and maintained:

(1) Coating or ink formulation and analytical data, as follows:

a. Supplier;

b. Name and color;

c. Type;

- d. Identification number;
- e. Density described as lbs/gal;
- f. Total volatiles content described as weight percent;
- g. Water content described as weight percent;
- h. Exempt solvent content described as weight percent;
- i. VOC content described as weight percent;
- j. Solids content described as volume percent;
- k. Diluent name and identification number;
- l. Diluent solvent density described as lbs/gal;
- m. Diluent VOC content described as weight percent;
- n. Diluent exempt solvent content described as weight percent;
- o. Volume of diluent VOC described as gal; and
- p. Diluent/solvent ratio described as gal diluent solvent/gal coating.

(2) Solvent throughput or ink consumption data, including records of total annual and typical high ozone season day throughput, in gallons consumed, of each coating or ink formulation provided in compliance with (1), above, for each coating line or printing press; and

(3) Process information for each coating line or printing press identified in (d)(2), above, for both the normal operating schedule and for a typical high ozone season day, if different from the normal operating schedule, including:

- a. Method of application;
- b. Number of coats for coating operations;
- c. Drying method, if applicable; and
- d. Substrate type and form

(f) For all open-top vapor and conveyORIZED VOL solvent metal cleaning operations, and for all solvent metal cold cleaners with a total annual consumption of less than 500 gallons of solvent, the following information shall be recorded and maintained in addition to the requirements of (d), above:

(1) Records indicating the completion status of all activities set forth in any compliance schedule submitted to the division and approved by the director pursuant to Env-A 1204.28;

(2) For vapor VOL metal degreasing units, physical air/vapor interface sizes in square feet;

(3) Annual and typical high ozone season day solvent throughput;

(4) Annual and typical high ozone season day process rate;

(5) Control equipment information; and

(6) Maintenance, inspection and test records, including:

a. Control equipment maintenance records, such as replacement of the carbon in a carbon adsorption unit;

b. Results of visual inspections conducted in accordance with Env-A 803.11 (a); and

c. The results of all tests conducted in accordance with the requirements of Env-A 803.11 (b) .

(g) For all applicable unclassifiable processes other than unclassifiable coating or printing processes, process information, including throughput data, shall be submitted to the division to determine actual and theoretical potential VOC emissions from each applicable device or process.

(h) For coating operations and rotogravure, flexographic, and offset lithographic printing, the information required pursuant to (e), above, shall be recorded on standard forms included in the Recordkeeping Guidance Document for Surface Coating Operations and the Graphic Arts Industry, EPA, July 1988, which shall be used to maintain the minimum essential data. If a facility chooses to use alternate forms, those forms shall contain the same data and information required on the standard forms.

(i) Facilities shall maintain only those data applicable to their specific operations. If, for example, a coating line uses only coatings in compliance with the applicable rule in Env-A 1204, there shall be no requirement to maintain control

equipment or transfer efficiency data. For printing operations, the data requirement for transfer efficiency shall not be applicable.

(j) For fixed-roof or external floating-roof tank VOL storage, bulk gasoline loading terminals, bulk plants and petroleum refineries, the following information shall be recorded and maintained:

(1) Individual storage tank data, if applicable, including the following:

- a. Tank capacities;
- b. Volume and type of VOL stored; and
- c. For storage tanks and bulk gasoline loading terminals, daily throughput, under:
 - 1. Normal operating conditions; and
 - 2. A typical high ozone season day, if different from normal operating conditions;

(2) For VOL storage tanks, a record of the maximum true vapor pressure of the liquid as stored;

(3) For VOL storage tanks exempted by Env-A 1204.20(a) or Env-A 1204.21(a), but containing a VOL with a true vapor pressure greater than 7.0 KPa (1.0 psi) :

- a. Average monthly storage temperature;
- b. Type of liquid stored; and
- c. Maximum true vapor pressure for any VOL with a true vapor pressure exceeding 7.0 kPa (1.0 psi);

(4) Air pollution control information, including seal type and date of retrofit, if applicable;

(5) Records of malfunctions, visual leak inspection results, and startups and shutdowns, including:

- a. For fixed-roof tanks, reports and results of inspections conducted in accordance with the provisions of Env-A 1204.20 (c)(6) and Env-A 1204.20 (c)(7); and

b. For external floating roof tanks, reports and results of inspections conducted in accordance with the provisions of Env-A 1204.21 (c)(9) and Env-A 1204.21 (c)(10);

(6) Records of VOC emission testing and all continuous emission monitoring data, including, for bulk gasoline loading terminals, records that document compliance with the emission limit or Env-A 1204.22 (b)(1);

(k) For petroleum refineries, the following information shall be recorded and maintained:

(1) Records indicating the completion status of all activities set forth in any compliance schedule submitted to the division and approved by the director pursuant to Env-A 1204.28;

(2) Records of malfunctions, visual leak inspection results, startups and shutdowns;

(3) Records of VOC emission testing and all continuous emission monitoring data;

(4) Every date that each process unit or vessel was shut down;

(5) The approximate vessel volatile organic compound concentration when the volatile organic compounds were first discharged to the atmosphere; and

(6) The approximate total quantity of volatile organic compounds emitted into the atmosphere.

(l) Facilities with add-on VOC control equipment shall record and maintain the following information:

(1) Control device identification number, type, model number, and manufacturer;

(2) Installation date;

(3) Coating line(s), printing presses, degreasing units, or other VOC-emitting devices or processes controlled;

(4) Information as to whether or not the control device is always in operation when the line(s) or equipment it is serving is in operation;

(5) Destruction or removal efficiency information including the following:

- a. Destruction or removal efficiency, in percent;
- b. Current primary and secondary equipment control information codes;
- c. Date tested; and
- d. The method of determining destruction or removal efficiency, if not tested;

(6) For thermal incinerators, the design combustion temperature in °F;

(7) For catalytic incinerators, the design exhaust gas temperature in °F, design temperature rise across catalyst bed in °F, anticipated frequency of catalyst change, and catalyst changes;

(8) For a condenser, the design inlet temperature of cooling medium in °F, and design exhaust gas temperature in °F;

(9) For a carbon adsorber, the design pressure drop across the adsorber, and the VOC concentration at breakthrough;

(10) The emission test results, including inlet VOC concentration as ppm, outlet VOC concentration as ppm, method of concentration determination, and date of determination; and

(11) The type and location of the capture system, capture efficiency percentage and method of determining capture efficiency.

(m) Facilities with add-on VOC control equipment shall continuously monitor and record the following parameters:

(1) For thermal incinerators, the exhaust gas temperature in °F;

(2) For catalytic incinerators, the exhaust gas temperature in °F, and the temperature rise across the catalyst bed in °F;

(3) For condensers, the inlet and outlet temperature of the cooling medium in °F, and the exhaust gas temperature in °F; and

(4) For carbon adsorbers, the pressure drop across the adsorbers and the hydrocarbon level for breakthrough.

Env-A 901.05 VOC Reporting Requirements.

(a) All stationary sources of VOC meeting any of the criteria below, shall comply with the applicable reporting requirements of this section:

(1) All stationary NO_x sources that are required to report NO_x emissions pursuant to Env-A 901.03, regardless of category or amount of VOCs emitted;

(2) All surface coating sources meeting any of the RACT applicability criteria of Env-A 1204.09 through Env-A 1204.17;

(3) All plastic parts, wood burial casket and gunstock coating operations having actual VOC emissions of 25 tons or more per calendar year at any time after December 31, 1989;

(4) All printing sources, petroleum product storage/transport facilities, petroleum refineries and fuel combustion sources, including incineration sources, regardless of the type of fuel burned, having actual VOC emissions of 25 tons or more per calendar year at any time after December 31, 1989;

(5) All VOL metal degreasing operations having actual VOC emissions of 25 tons or more per calendar year at any time after December 31, 1989; and

(6) All miscellaneous or multicategory stationary VOC sources, as defined in Env-A 1204.03, having actual VOC emissions of 25 tons or more per calendar year at any time after December 31, 1989.

(b) All sources subject to the reporting requirements of this section shall submit the following information to the director in accordance with the schedule in (h), below:

(1) Facility information, including:

a. Source name;

b. Source identification;

c. Physical address

d. Mailing address; and

e. A copy of the certificate of accuracy required to be maintained

pursuant to Env-A 901.04 (c).

(2) Identification of each device or process operating at the source identified in (b)(1), above;

(3) Operating schedule information for each device or process identified in (b)(2), above., including such information for:

a. A typical business day; and

b. A typical high ozone season day, if different from a typical business day;

(4) Total quantities of actual VOC and NO_x emissions for the entire facility and for each device or process identified in (b)(2), above, including:

a. Annual VOC emissions, and

b. Typical high ozone season day VOC emissions; and

(5) Add-on VOC control equipment information required by Env-A 901.04(m).

(c) Coating operations meeting the applicability criteria specified in either (a)(1), (a)(2) or (a)(3), above, shall submit to the director, for each coating line, applicable throughput and process data information required by Env-A 901.04 (e)(2) and Env-A 901.04 (e)(3), respectively.

(d) Printing operations meeting the applicability criteria specified in either (a)(1) or (a)(4), above, shall submit to the director, for each printing process or device, applicable throughput and process data information required by Env-A 901.04 (e)(2) and Env-A 901.04 (e)(3), respectively.

(e) Fixed-roof or external floating-roof tank VOC storage facilities, bulk gasoline loading terminals, bulk plants or petroleum refineries meeting the applicability criteria specified in either (a)(1) or (a)(4), above, shall submit to the director, volume and throughput information required by Env-A 901.04 (j)(1) .

(f) Degreasing operations, except for solvent metal cold cleaning operations with a combined total annual consumption of less than 500 gallons of solvent, shall submit to the director process data information required by Env-A 901.04 (f)(3) and Env-A 901.04 (f)(4).

(g) All miscellaneous sources other than unclassifiable coating or printing

operations shall submit to the director applicable process data information required by Env-A 901.04 (g) .

(h) All stationary sources of VOC meeting any of the criteria specified in (a), above, shall comply with the applicable provisions of (b) through (e), above, in accordance with the following compliance schedule:

(1) Sources having actual emissions of at least 25 tons per calendar year of VOCs at any time after December 31, 1989 shall supply the data and information required for calendar year 1995 by April 15, 1996. Updated data and information for each subsequent calendar year shall be submitted by April 15 of the following year.

(2) Sources having actual emissions of less than 25 tons per calendar year of VOCs for all calendar years after December 31, 1989 shall supply the data and information required for calendar year 1995 by April 15, 1996. Updated data and information shall be submitted for every third calendar year, beginning with 1995, by April 15 of the following year.

(i) Copies of all reports shall be retained by the owner or operator for a minimum of 4 years; however, they shall not be discarded, removed or destroyed thereafter without the express written approval of the director in accordance with Env-A 901.09.

Env-A 901.06 NO_x Recording Requirements.

(a) The provisions of this section are applicable to any facility or device for which a permit is required under Env-A 603.02 (a) through (f), or Env-A 603.02 (n) if applicable.

(b) A certificate of accuracy, signed by an official of the facility who is legally responsible for the certificate's validity, shall be maintained at all facilities to which this section is applicable. The certificate of accuracy shall state, at a minimum, that the records required by Env-A 901.04 and maintained at the facility are true and accurate.

(c) For fuel burning devices and incinerators, including boilers, turbines, and internal combustion engines, the following information shall be recorded and maintained:

(1) Facility information, including:

a. Source name;

b. Source identification;

c. Physical address; and

d. Mailing address;

(2) Identification of fuel burning device or incinerator;

(3) Operating schedule information for each fuel burning device or incinerator identified in subparagraph (c)(2), above, including:

a. Days per calendar week during the normal operating schedule;

b. Hours per day during the normal operating schedule and for a typical ozone season day, if different from the normal operating schedule; and

c. Hours per year during the normal operating schedule;

(4) Type, and amount of fuel or waste burned, for each fuel burning device or incinerator, during normal operating conditions and for a typical ozone season day, if different from normal operating conditions, on an hourly basis in million BTUs per hour or, for incinerators, in tons per hour;

(5) The following NO_x emission data, including records of total annual emissions, in tons per year, and typical ozone season day emissions, in pounds per day, shall be maintained at the facility for a minimum period of 4 years:

a. Theoretical potential emissions for the calculation year for each fuel burning device or incineration unit; and

b. Actual NO_x emissions for each fuel burning device or incinerator unit;

(6) Facilities with add-on NO_x control equipment shall record and maintain the following information:

a. Control device identification number, type, model number, and manufacturer;

b. Installation date;

c. Unit(s) controlled;

- d. Information as to whether or not the control device is always in operation when the fuel burning device or incinerator it is serving is in operation;
- e. Destruction or removal efficiency, date tested or, if not tested, the method of determination;
- f. Emission test results, including inlet NO_x concentration (ppm), outlet NO_x concentration (ppm), method of concentration determination, and date of determination; and
- g. Type and location of the capture system, capture efficiency percent, and method of determination.

Env-A 901.07 NO_x Reporting Requirements.

(a) For fuel burning devices and incinerators, including boilers, turbines and engines, as well as asphalt plant dryers and miscellaneous sources, the owner or operator shall submit to the director, in accordance with the schedule in paragraph (b), below, periodic reports of the data required by Env-A 901.06 (c), including total annual quantities of all NO_x emissions.

(b) All stationary sources of NO_x meeting the appropriate applicability criteria of paragraph (a), above, shall comply with the applicable provisions of paragraph (a), above, in accordance with the following compliance schedule:

(1) Sources having theoretical potential emissions of at least 25 tons per calendar year of NO_x at any time after December 31, 1989 shall supply the data and information required for calendar year 1992 by April 15, 1993. Updated data and information for each subsequent calendar year shall be submitted by April 15 of the following year.

(2) Sources having theoretical potential emissions of less than 25 tons per calendar year of NO_x for all calendar years after December 31, 1989 shall supply the data and information required for calendar year 1992 by April 15, 1993. Updated data and information shall be submitted for every third calendar year, beginning with 1995, by April 15 of the following year.

(c) Copies of all reports shall be retained by the owner or operator for a minimum of 4 years; however, they shall not be discarded, removed or destroyed thereafter without the express written approval of the director in accordance with Env-A 901.09.

Env-A 901.08 Availability of Records.

(a) Any person operating a source which discharges air pollutants into the ambient air, including stationary sources of VOC and NO_x exempt from the general recordkeeping requirements of Env-A 901.03 (a)(4), shall make available to the division upon request information as described in Env-A 901.03 (a), (b), and (c).

(b) The division shall have access to all records kept pursuant to (a), above, from January 1, 1973.

(c) All private or division emission data, including applicable emission limitations, shall be available to the public.

Env-A 901.09 Destruction of Records.

(a) Any person wishing to destroy records maintained pursuant to this Part shall request approval from the director by providing the following information:

(1) The identification of the facility at which the process which produced the VOCs and/or NO_x is or was conducted;

(2) A description of the process which produced the VOCs for which records were kept;

(3) The quantities of VOCs and/or NO_x produced during each period for which the records which are desired to be destroyed were kept; and

(4) The reason(s) why the person wishes to destroy the records.

(b) Upon receipt of a request for approval to destroy records, the director shall review the information provided and shall determine whether any benefits would be obtained by requiring the records to be retained, for instance by assisting future studies of VOC emissions or compliance with state or federal regulations. Within 60 days of receipt of the information specified above, the director shall grant the request if the reasons for destroying the records outweigh the benefits to be gained from retaining the records.

PART Env-A 902 MALFUNCTIONS AND BREAKDOWNS OF AIR POLLUTION CONTROL EQUIPMENT

Env-A 902.01 Purpose. This part is adopted for the purpose of requiring that the division be notified by the owner or operator in the event of a malfunction or breakdown of air pollution control equipment.

Env-A 902.02 Notification of Division by Source. The owner or operator shall notify the division of a malfunction or breakdown within 8 hours of each such occurrence.

Env-A 902.03 Increased Emissions. In the event of a malfunction or breakdown of any component part of the air pollution control equipment, increased emissions shall be allowed by the division for a period not to exceed 48 hours provided that there is no immediate danger to public health.

Env-A 902.04 Increased Emission Extensions. The director may, upon request of an owner or operator of a stationary source or device, grant an extension of time or a temporary variance for a period longer than 48 hours.

PART Env-A 903 COMPLIANCE SCHEDULES

Env-A 903.01 Compliance Schedule Adherence. Compliance schedules established by the division shall be adhered to by the owner or operator of the stationary source.